



Ember Autumn Rose Leona

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Objective

This resume is presented in hopes of getting part-time work as an office assistant at a PET CREMATORIUM allowing me to utilize computer skills learned while pursuing my degree.

Experience

Fall 2003 - 2005 Southwestern College Chula Vista, CA

Assistant Instructional Lab Technician / Tutor

Installing, maintaining, repairing and upgrading PC's on campus (Hardware and Software).

Assisted students with their school assignments using Microsoft Office, Visual Studio, Quick Books, Borland C++, Photoshop, Macromedia Studio MX, and AutoCAD.

Aug 05 – Jan 08 (Contracts) Sony Comp. Enter. America Sorrento Valley, CA

FPQA Game Test Analyst (Nelson Staffing)

Credited on several shipped titles: Neopets (PS2 and PSP). LocoRoco (PSP). NBA '07 (PS2). NBA Shootout '07 (PSP). NBA '08 (PS2). MotorStorm (PS3). Super Stardust (PSN). Eye Of Judgment (PS3).

Fall 2006 San Diego State University San Diego, CA

Teacher's Assistant CS 370- Computer Architecture- Prof. Tao Xie

Assisting students with circuit design and logic methodology including FSM. Using Flip Flops for states and registers. Creation of Karnaugh maps in order to reduce logic.

Managed Computer Lab Hours and Student Grades.

-IMPORTANT NOTE-

In 2009 I suffered a head injury at the time I did not have health insurance thus no medical proof to qualify for disability. I also changed my name and moved to Hemet, CA from San Diego. My recent Experience includes volunteer work at thrift stores like Auntie Helens and Baras Foundation and Engagement in the Senior Community in Hemet. I have attempted to help people get phones at the pantry on Oakland and San Jacinto but I need a tablet and equipment funds.

Education

California High School Proficiency Examination (CHSPE) - April '02

AA Degree in Computer Aided Design and Drafting - Fall '04

AA Degree in Computer Science - Fall '04

Design Technology Certificate - Fall '04

Germane Skills

Computer Graphic Design and Multimedia

Adobe Creative Suite Photoshop, AutoCAD, Flash, and Audition/Soundbooth.

Also Opensource alternatives GIMP, Inkscape, Pencil2D, LMMS, LibreOffice (resume).

I will be able to create flyers/coupons if needed.

I can take screenshots and I am familiar with hotkeys to speed up computer tasks.

Able to create pdf documents and articles and email clients if needed.

Can handle basic tasks like changing toner/ink and troubleshooting electronics.

I can assist with website and internet relations and have Dreamweaver CS4 Professional

References

Mark Ponce Surelink Phone Provider– 951.305.0408– Markpeterponce@gmail.com

Wikipedia and Google are great references too!